

## KINNERLEY PARISH COUNCIL

### Minutes of the Meeting of the Council

Held at Maesbrook Village Hall

Monday 24<sup>th</sup> June 2019, at 7.00pm

#### PRESENT

CLLrs Nick Barclay (Chair), Charles Green, Alan Lewis, Mandy Chapman, James Peto, John Pinder, Sharon Quayle, Richard Greening, Lorraine Jones, Peter Clarke

Unitary Councillor – Cllr Matt Lee

The Chairman welcomed Cllr Peter Clarke to his first meeting.

#### APOLOGIES

None

#### NOT PRESENT

Cllr Maurice Jones

#### CLERK

Ms Marian Giles

#### MEMBERS OF THE PUBLIC

No attendees

#### 37.19 DECLARATIONS OF INTEREST AND DISPENSATIONS

- a) No declarations of interest were made
- b) No dispensations were required

#### 38.19 MINUTES OF COUNCIL MEETING DATED 20<sup>th</sup> MAY 2019

The Minutes were submitted and circulated as read. It was proposed by Cllr Chapman and seconded by Cllr Green that they should be accepted as an accurate record of the meeting. **It was RESOLVED (unanimously) that the minutes of the Council meeting be approved and signed as an accurate record of that meeting.**

#### 39.19 PUBLIC PARTICIPATION SESSION

No members of the public were present.

#### 40.19 PARISH MATTERS

##### a) Reports

- i) A report had been received from PCSO Iremonger which was read out by the Clerk. This was **NOTED** with thanks by councillors. The Clerk further advised that the West Mercia website had not been updated with data on offences since April.
- ii) Cllr Matt Lee attended in person and gave a verbal update on his activities. Cllr Lee also outlined progress on TNS Foundation activities for children and older people. Cllr Chapman reported that she had raised the opportunity to work with the Foundation with the Maesbrook Village Hall Trust at their most recent meeting.

Cllr Pinder raised the issue of disappearing 'bring banks' which councillors were reminded related to a Shropshire Council decision earlier in the year to remove these given the expansion of recyclables collected on the doorstep.

##### b) Report from Clerk

A written report had been circulated with councillors' papers and was taken as read. It was **AGREED** that the three Argoed Ward councillors would take a look at the flower bed area next to the bus stop in order to suggest

a low maintenance alternative approach. Cllr Lee **AGREED** to pursue the issue of the poor condition of the stretch of pavement between Mountside and the Church with Highways. Cllr Peto raised the issue of the hedge bounding Halston Field which was impeding the pavement. The underlying verge had been cut recently by Highways, but the hedge was still very overgrown. It was **AGREED** that the Clerk should draft an appropriate letter of concern with the Chair of the Parish Hall Trust who hold responsibility for the hedge. The previous decision to write to the owner of the village shop concerning his overgrown hedge was also raised, and it was further **AGREED** that a similar letter should be drafted asking for him to consider cutting the hedge back. The report was duly **NOTED**.

**c) Play area Repairs – Additional Matters for Decision**

Councillors considered the three additional matters in turn and after lengthy discussion, **it was formally RESOLVED to add the replacement parts for the rocker animal in the sum of £575.00, and the proposed inspection pit in the sum of £125.00 to the existing order for works to be undertaken.** The Clerk was further instructed to ask the contractor for a quote to replace/enhance the existing rubber matting at the end of the slide for decision at the July meeting. A limit of £500 further expenditure on replacement matting was discussed and **AGREED (10:1)**. A suggestion by the Clerk that the slide should be closed off until repairs were completed was rejected as impractical.

**d) Play Area Rubbish Bins**

Cllr Barclay raised the issue of two waste bins located in the fenced play area, which had previously been emptied by Sheila Bruce. The Clerk had checked and because the bins had been installed by the Parish Council, it was not the responsibility of Shropshire Council to empty them. Cllr Peto had observed that they were currently overflowing and he volunteered as a 'one-off' to empty them and remove the rubbish. The Clerk was instructed to establish whether Shropshire Council's contractor could add the bins to their collection cycle if they were reimbursed by the Parish Council. The idea of removing the bins completely was rejected.

**e) Relocation of Second VAS Unit**

Suggestions for alternative locations had been received from Highways' Technician and following discussion the location nearest the Black Horse Inn on the opposite (south) side of the road was selected (proximity to gateway to be considered). Cllr Chapman proposed that she should go and talk to the original complainant to let her know the outcome. **It was therefore formally RESOLVED to instruct Highways to relocate the mounting pole on the basis outlined.**

**f) "We Don't Buy Crime" Initiative**

Following discussion, councillors decided that the parish lacked the infrastructure to administer the scheme at the present time.

**g) Climate Change Resolution**

Councillors considered a letter from Wem Town Council relating to a recent motion they had passed on climate change. Following discussion councillors decided that climate change emergency measures needed to primarily be driven at policy level by Shropshire Council. The Parish Council would continue to explore ways in which the Parish might make a positive contribution to developing a more carbon neutral footprint.

**h) Institution of Reverend Christopher Precious**

Cllr Barclay reported that he had been invited to speak at the formal institution of the new Rector for the Parish on 8<sup>th</sup> July.

**i) To Report other Identified Parish Matters**

None were raised.

**j) To Report other Identified Highways Matters**

- Cllr Chapman raised the issue of fading white road markings in Maesbrook, including the speed circles and the junction markings. These were relied upon by a visually impaired resident and needed to be reinstated urgently.
- Cllr Greening reported that the VAS unit in the village (owned by Shropshire Council) was not working again.
- Cllr Pinder reported that there was a blocked drain in Wood Lane, Edgerley, which was bubbling up with some force.
- The Clerk reported on e-mail correspondence from a local resident concerned about the standing water on the Pentre to Kinnerley stretch by Brookhouse Farm. This matter had been first reported to Highways in 2018, with assurances received in February 2019 that a site visit would be arranged with the farmer concerned. Cllr Jones was not aware that this meeting had been held.

All matters to be reported to the environmental maintenance generic e-mail by Clerk.

#### **41.19 PLANNING**

##### **a) To receive details of planning application/appeal decisions**

- i. **19/01517/FUL** – White House, Turfmoor, Edgerley, SY10 8EW. Erection of extension to rear.

**Permission Granted**

- ii. **18/04133/FUL and 18/04134/FUL** – Barn East of, White House, Kynaston, Kinnerley, SY10 8EF. Conversion and extension of barn to one holiday let property; formation of parking, installation of septic tank.

**Permission Granted**

- iii. **19/01986/TCA** – Play area rear of Kinnerley Parish Hall. Fell 1 No Horse Chestnut and remove all deadwood and stubs from 1 no Oriental Plane tree within Kinnerley Conservation Area.

**Consent by Right – trees.**

- iv. **19/02050/FUL** – Llwyn-y-Go Cottage, Maesbrook. Change of use of land for siting of mobile home.

**Application Withdrawn**

**Duly NOTED.**

##### **b) Notice of Footpath Extinguishment Order**

Public Path Extinguishment Order made Footpath 86 Kinnerley (part). Objections may be made in writing by 5<sup>th</sup> July 2019 to Rights of Way Mapping and Enforcement Manager.

**Duly NOTED**

- c) **Planning Applications/appeals for decision** - To consider submitting comments and/or objections on the following:

**No applications received.**

- d) **To consider any planning applications received after the agenda was sent out**

**None received.**

#### **42.19 FINANCE AND ACCOUNTS FOR PAYMENT**

##### **a) Receipts**

**£3.05** Wayleave Payment from Manweb was duly **NOTED**.

##### **b) Payments made before meeting**

**£549.22** – to Came and Company

**£3950.00** – to R Richards

Prior approved at the May meeting and duly **NOTED**.

##### **c) Payments for Approval**

- Clerk's Salary for June 2019 - £683.80
- Clerk's Expenses for May 2019 - £96.75
- Lawrence Direct – £32.39
- SALC – training course Cllr Barclay – £27.00
- Highline Electrical – LED lanterns x 24, new brackets x 16 - £7392.00

vi. M.I. and TEM Pritchard – grounds maintenance for May - £604.99

vii. JDH Business Services – internal audit fee - £163.20

**d) Invoices received after the Agenda has been sent out**

None received.

It was **RESOLVED** that the above payments are **APPROVED** for payment and the bank signatories **INSTRUCTED** to sign the cheques/authorise electronic payments where appropriate.

**e) Bank of Scotland Account**

Following discussion it was formally **RESOLVED** to close the Bank of Scotland account and to transfer the balance of **£6532.34** to the Unity Trust account. Clerk to draft a cheque to transfer the balance for signature.

**f) Additional Signatory for Unitary Trust Account**

It was formally **RESOLVED** to add Councillor Quayle to the existing group of three signatories.

**43.19 ANNUAL AUDIT FOR 2018/19**

**a) Internal Auditor's Report**

The Internal Auditors report had been pre-circulated with the papers for the meeting. The items raised for action were **NOTED** as follows:-

Action 1: Provide opening bank statement for Unity Trust account with 2019/20 audit paperwork as requested

Action 2: Amend staff cost total on annual return to include home office allowance element of expenses only

Action 3: Formally approve revised Risk Assessment – included at agenda item 9)

**Councillors NOTED that the audit had not raised any significant issues of concern.**

**b) Approval of Annual Governance Statement for 2018/19**

The Annual Governance statement had been previously circulated and was read out section by section to councillors for their consideration by the Clerk.

**RESOLVED to APPROVE the Annual Governance Statement for 2018/19 and the Chairman and Clerk were INSTRUCTED to sign Section 1 of the Annual Governance and Accountability Return for the year ended 31<sup>st</sup> March 2019.**

**c) Approval of Accounting Statement for 2018/19**

The Accounting Statement for 2018/19 based on the end of year accounts for Kinnerley (previously circulated), and forming part of the Annual Governance and Accountability Return was considered by councillors.

**RESOLVED to APPROVE the Financial Statement for 2018/19, and the Chairman and Clerk INSTRUCTED to sign Section 2 of the Annual Governance and Accountability Return for the year ended 31<sup>st</sup> March 2019.**

**44.19 ANNUAL REVIEW OF RISK ASSESSMENT PLAN**

The revised Plan was considered and subject to clarification of which documents were currently stored with Shropshire Archives, it was **RESOLVED to APPROVE the revised Risk Assessment Plan.**

**45.19 CORRESPONDENCE – See list below**

The following correspondence was received and **NOTED**.

**CORRESPONDENCE RECEIVED**

NALC	Briefing on working with Village Halls
SALC	Reminder about training courses Leadership Conference information Great British High Street Awards Notice of AGM

	Great War Remembrance Service Info on volunteer taster event at Nesscliffe Info on apT group May newsletter Code of Conduct Training Climate Change resolution from Wem Town Council
Shropshire Council	Ministry of Housing publication – Notes on Neighbourhood Planning Shropshire Outdoor Partnerships Newsletter Closer to Home – pilot practices Closer to Home newsletter Self Build newsletter Update from Gwilym Butler on CIL Local Fund bids Carers Week Press Release DAAT Newsletter Roads Focus – road safety campaign
Housing Plus Group	Your Voice Matters – proposed merger consultation
Voluntary Sector Assembly	Promoting Volunteers Week
SCOPE	Enquiry re location of clothing banks
Corbet School	Years 4 & 5 Open Morning May Corbet News
Healthwatch Shropshire	Press release on volunteering
Telford & Wrekin Clinical Commissioning Group	Proposal for one strategic commissioning organisation Bank Holiday cover
Shrewsbury and Telford Hospital	Media Release – essential works/suspension of MLU Unit Media Release – Acute Medicine Start of Change Weeks

#### 46.19 DATE AND TIME OF NEXT MEETING

Monday 22<sup>ND</sup> July 2019 at Kinnerley Parish Hall at 7pm.

Meeting ended 8.57pm

Signed by Chair .....

Date .....